

Typical ND Processing Timeline

Listed below is the typical timeline required for processing an Negative Declaration (ND) by Planning staff working with a qualified, experienced, environmental consultant who is familiar with the City of San Jose's ND processes. City staff will make every effort to process your ND in a timely manner, but please be aware that many factors can contribute to ND processing delays. For example, if any of the following occur there would likely be a substantial delay in the ND process:

- If a First Administrative Draft Initial Study is missing analysis or technical reports and is therefore considered to be incomplete
- If more than two Administrative Drafts are required, because of numerous format or content changes
- If the project description changes after beginning the environmental review process
- If there are unresolved environmental issues
- If major formatting changes are needed

If any of the time periods identified below are delayed, for whatever reason, the subsequent time periods will be delayed accordingly.

Typical Timeline

** Please note - this timeline does not include the **1 - 3 months** that is normally required for the consultant to prepare the initial reports*

Review complete Administrative Draft Initial Study (IS)	4 weeks
Work with consultant to revise IS	5 weeks*
Prepare Draft Mitigated Negative Declaration (MND)	2 weeks
Circulate Draft MND	3 weeks**
<hr/>	
	14 weeks
Defend MND before Planning Commission if protested***	3 to 8 weeks

*Actual timeframe will be determined in consultation with Planning Project Manager

**An additional week will be necessary if your project is required to be circulated through the State Clearinghouse

***If necessary, and assumes that no new technical analysis is required